

Professional Licensing Agency
402 West Washington Street
Room W072
Indianapolis, Indiana 46204



Michael R. Pence
Governor of Indiana
Nicholas W. Rhoad
PLA Executive Director

APPLICATION GUIDELINES FOR REPEAT EXAM APPLICANTS

Mailing Address:

Professional Licensing Agency
Indiana State Board of Health Facility Administrators
402 W Washington Street, Room W072
Indianapolis, Indiana 46204
(317) 234-2067 phone
(317) 233-4236 fax

FEE AND APPLICATION INFORMATION

If you are repeating the NAB or RCAL exam, please submit the fee of **fifty dollars (\$50.00)** to the Indiana Professional Licensing Agency along with the Application for Repeat Examination for Health Facility Administrators/ Residential Care Administrators to the mailing address above.

You will then need to visit the NAB website at www.nabweb.org to apply for the examination. The Information for Candidates Handbook may be downloaded off the NAB website and study materials may be ordered from the NAB website.

If you are repeating the Indiana Jurisprudence exam, please submit the fee of a **hundred dollars (\$100.00)** payable to the Indiana Professional Licensing Agency along with the Application for Repeat Examination for Health Facility Administrators/ Residential Care Administrators to the mailing address above.

THE FAIR INFORMATION PRACTICE ACT

In compliance with Ind. Code 4-1-6, this agency is notifying you that you must provide the requested information, or your application will not be processed. You have the right to challenge, correct, or explain information maintained by this agency. The information you provide will become public record. Your examination scores and grade transcripts are confidential except in circumstances where release is required by law, in which case you will be notified.

Your Social Security Number is being requested by this state agency in accordance with IC 4-1-8-1. Disclosure is mandatory, and your application cannot be processed without it.

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If you have questions concerning the application process, please call 317-234-2067, email us at pla4@pla.in.gov or visit our website at www.in.gov/pla/hfa.htm.